



Montessori School at Five Canyons
22781 Canyon Ct., Castro Valley, Ca 94552
Telephone: (510) 581-3729; montessoricastrovalley.com

FEES AND TUITION PAYMENT SCHEDULE SCHOOL YEAR 2023-24

- **Tuition Installments:** Each family is responsible for the payment of an entire school-year's tuition regardless of absences due illness/ extended family vacations/ acts of nature / pandemic. Tuition payments are divided into 10 installments. Tuition installments do not reflect the number of days in a month. The first installment is due when you enroll. The second installment is due on the first day of school in September, and subsequent installments on the first of each month through the end of the school-year. ***If you pay in full (10 months) by August 1, a 5% discount on the total tuition is offered*** (not including book/material fee or work commitment charges). **Tuition is non-refundable. Cash or check only please.**
- **Application Fee:** \$ 100 (one time, non-refundable fee).
- **Sibling Discount:** 10% off oldest child's tuition once your youngest child starts M5C.
- **Materials and Books:** \$ 250 per academic year, due September 1, (not pro-rated or refunded).
- **Work Commitment:** \$ 200 due in October, or is charged to your pro-ration and is returned in June if 6-hour (volunteer) work commitment is fulfilled (not pro-rated).
- **Late Fees:** Tuition is delinquent after the 5th of the month and a late fee of \$10 will be charged. After the 10th, a late charge of \$20 is applied and payment is required in cash or money order. Thereafter a 15% late fee on the unpaid amount is charged each month.
- **Withdrawal:** When you enroll at M5C, you are committing your child's attendance and tuition for the school-year. *If you must withdraw before the school-year ends, a 30-day written notice and payment for the 30-days is required to be relieved of your tuition commitment for the remaining of the school-year. Your child may attend school during this time.*
- **Change in Hours:** A 30-day written request is required for any change in schedule **after enrollment**. If your request can be accommodated, the change in tuition will be effective the following month. Any change in schedule after the school-year has begun is subject to a \$25 charge.
- **Daycare Charges:** *We do not offer drop-in daycare.* If you have an occasional special request for additional daycare outside your normal timings, we will try to accommodate that. Daycare charges are \$11 per hour and requires prior approval from the Office. All other late pick-ups/early drop-offs beyond your time-slot or after 5:50 pm will be charged at \$1 for each minute. *Last pick-up is at 5:50 pm.*
- **Wait List:** Availability is on a first-come, first-served basis, with priority given to siblings who are currently enrolled and whose requested schedule most closely fits the available opening. If you delay your expected start date, we will try our best to accommodate you, however, you may have to be placed on a Wait List and the first installment is non-refundable.
- **If enrolling after September 1:** The second tuition installment is discounted by ten percent for each month if enrolled, no matter what date of the month: **(Oct – 10%; Nov – 20%; Dec – 30%; Jan – 40%; Feb – 50%; March – 60%; April – 70%; May – 80%).** The material fee and work commitment deposit are not prorated; and the material fee is not refundable.

	<u>Pre-School/Kindergarten Program</u> 3 years old AND Potty Trained			<u>Toddler Program</u> 18months – 3 yrs., Not Potty Trained		
	3-Hour	6-Hour	9-Hrs (FT)	3-Hour	6-Hour	9-Hrs (FT)
Annual Total (excluding fees)	\$10,300	\$14,000	\$16,500	\$12,000	\$15,500	\$18,000
Installment #Due Date						
Install. #1 Spring 2023 (upon enrollment)	\$1030	\$1400	\$1650	\$1200	\$1550	\$1800
Install. #2 Sept.1, 2023*	\$1280	\$1650	\$1900	\$1450	\$1800	\$2050
<i>* Includes \$250 annual charge for books and materials (not pro-rated or refundable).</i>						
Install. #3 Oct. 1, 2023**	\$1230	\$1600	\$1850	\$1400	\$1750	\$2000
<i>** Includes \$200 pre-charge for 6-hours work commitment that will be returned at the end of the school-year if the work commitment is fulfilled (not pro-rated).</i>						
Install. #4 Nov. 1, 2023	\$1030	\$1400	\$1650	\$1200	\$1550	\$1800
Install. #5 Dec. 1, 2023	\$1030	\$1400	\$1650	\$1200	\$1550	\$1800
Install. #6 Jan. 1, 2024	\$1030	\$1400	\$1650	\$1200	\$1550	\$1800
Install. #7 Feb. 1, 2024	\$1030	\$1400	\$1650	\$1200	\$1550	\$1800
Install. #8 March 1, 2024	\$1030	\$1400	\$1650	\$1200	\$1550	\$1800
Install. #10 May 1, 2024	\$1030	\$1400	\$1650	\$1200	\$1550	\$1800